

Missing minutes:

November 2001

## KEMPA Board minutes

February 2, 2002  
2005 Roseman Hall  
UW- Whitewater

**Attendance:** John Culbertson, Alan Packard, Nancy Becker, Sandy Jacoby, Mark Thompson, Katherine Conover, and Jan Kohls.

**Absent:** Linda Barrington, Jill Greiner, Kelly Travis, Hank Koshallek, Lynn Holliday, Audrey Kemp, Jean Wiedman

Meeting was called to order by President John D. Culbertson at 9:37 am.

The minutes from the November 4, 2001, meeting were approved with a minor change. It was noted that Nancy Becker can be reached at 608—868-9311, extension 2243 (after 3 PM)

The Treasurer's Report was approved.

The balances were:     \$4,709.75 in the KEMPA account  
                              \$4,773.19 in the summer activity account  
                              \$2,104.95 in the fall activity account

It was noted settlements from UW – Whitewater indicated that the accounts now have the following:

                              \$4,474.71 in the fall activity account  
                              \$5,107.88 in the summer activity account

It was noted that two out the three scholarship winners have applied to receive their scholarship monies.

There was no membership chairman report.

Jan Kohls gave the Executive Director's Report:

1. Printing is being done at Opportunities, Inc.
2. Judy Babb reservation is set.
3. We received a thank you from the Student Press Law Center for our donation.
4. Quill and Scoll will have a link to our Web site
5. Phone cards were distributed
  1. Katherine – 1
  2. Sandy – 2
  3. Nancy – 1
  4. One in reserve for workshop
6. It was noted to use 800 numbers as much as possible.

7. Mailing dates were noted:
  1. March 1
    - a. *Kempa* Connection
      1. Will include cover letter to join KEMPA, application, and adviser response card
      2. ~~2~~ Scholarship Application to member schools
  2. May 1 – *Update*
    - a. JEA Listserve material will be used as filler in Up-Date (ie: senior ads, awards, scavenger hunts, etc.)
    - b. Will include a pitch to nominate for administrator and media awards
    - c. Possible KEMPA Alumni (ie: Rachel Powers)
    - d. Summer workshop preview
    - e. Adviser's seminar wrap-up

### **Old Business**

#### **Fall Conference:**

1. Topics for the write-off were discussed.
2. It was noted that we will need folders. Katherine will check sources for printing folders. The bill for the folders will come out of the Board Account.

#### **Winter Retreat**

1. As of 2-2-02, there were 18 registered.
2. Illinois and hopefully Wisconsin will have CEU credit for workshop.
3. Jan will take care of folders, nametags, and place cards.

#### **Summer Workshop**

1. KEMPA Connection proofs were passed around for board approval with Nancy explaining problems she had with it at Summer Workshop. This year she will tell the Core that is working on the KEMPA Connection exactly what she wants.
2. She had a meeting at UW – Whitewater in January. Food and room rates have gone up slightly.
3. Salaries
  - A. Motion by Alan and seconded by Katherine to accept the proposed salary schedule. If anyone is in the position of being paid less because of university guidelines for dealing with payroll withholding deduction, they will paid the difference with an honorarium.
  - B. See attached salary schedule
4. Instructors: Linda, Sandy, Alan all agreed to be instructors.
5. Lab Assistants: The board reinforced the concept that a lab assistant must have completed at least one year of college.
6. Director was given discretion concerning the hiring of aides and lab assistants.

7. Discussion centered limiting the number of students from a single school in upper level courses. It was decided to tell the instructors to break up the students so they are paired with students other schools as much as possible.
8. Mike Hopkins issue: An apology from the principal and students have received. It was recommended we need to have people check the dorms for absent students.

### **WEB PAGE**

1. Membership has been up-dated.
2. Minutes have been up-dated.
3. Hit count is over 11,000.

### **OLD BUSINESS**

1. Mark explained portable harddrives that the board might be interested in purchasing. Nancy will check into whether she wants one or not for summer workshop.

### **NEW BUSINESS**

1. Katherine would like a list of free photo and graphic links in the *Update*.

The meeting was adjourned at 12:10.

## KEMPA Board Minutes

April 13, 2002  
2005 Roseman Hall  
UW- Whitewater

**Attendance:** John Culbertson, Alan Packard, Nancy Becker, Sandy Jacoby, Mark Thompson, Katherine Conover, Kelly Traver, Hank Koshalek, Linda Barrington, and Jan Kohls.

**Absent:** Jill Greiner, Lynn Holliday, Audrey Kemp, and Jean Wiedman

Meeting was called to order by President John D. Culbertson at 9:46 am.

The minutes from the February 2, 2002, meeting were approved with minor changes.

### **TREASURER'S REPORT**

The Treasurer's Report was approved.

The balances were:     \$1,825.62 in the KEMPA account  
                              \$9,469.27 in the summer activity account  
                              \$6,566.71 in the fall activity account

It was noted:

1. All scholarship monies have been paid.
2. Not all bills from the Winter Retreat have been paid or the check from Taylor Publishing has been received.

A wish list was developed:

1. Rent computers for workshop with software. These would be used primarily by the photojournalists. Jan will check into the rental price.
2. Portable hard drive for Nancy to use on the KEMPA Connection at the workshop. Mark will check into the cost of purchasing.
3. Increase scholarship amount or number of scholarships.
4. Scholarships for summer camp (minority students and advisers). Mark and Linda will check to see if advisers can get CEU credit for summer workshop.

Nancy moved and Katherine seconded that two full adviser scholarships be offered this year. Mark will put on the web site that funds are available for adviser to attend summer workshop this year. Next year the information will be sent out in the mailing. Motion passed.

Nancy will conduct a survey a summer workshop to find out if there were students who would have benefited from a minority scholarship.

5. Field trip(s) for summer workshop. Suggestions included: Perry Printing, Quadgraphics, Janesville Gazette, other small printing shops in the area. Jan will check into the possibility.
6. Mileage for board members to attend meetings.
7. Keynote speakers. Nancy will check into the possibility for the summer workshop while Sandy will check into the possibility for the fall conference.
8. Awards: KEMPA pens. Nancy will check into the cost of ordering pens for the write-off contest.

### ***PRESIDENT'S REPORT***

John informed the board that Terry Nelson, the 2002 Journalism Teacher of the Year, has agreed to be the main speaker for the 2003 Winter Retreat.

It was agreed that that February 28 – March 1<sup>st</sup>, 2003, would be the date for the retreat.

### ***MEMBERSHIP CHAIRMAN***

It was noted that currently there are 24 members for the 2002-2003 year.

Question arose concerning critiquing books that are delivered after the September 15<sup>th</sup> summer delivery date deadline. Sandy made the motion and Katherine seconded that the date be changed to October 15<sup>th</sup>. Nancy made an amendment with Katherine seconding that books received after September 15<sup>th</sup> but by October 15<sup>th</sup> would be eligible for critiquing and evaluation. They also would be eligible for KEMPA awards and will be acknowledged in the KEMPA Up-Date. Motion passed.

### ***EXECUTIVE DIRECTOR***

Jan Kohls gave the Executive Director's Report:

1. Scholarships have been paid.
2. 23 Scholarship applications for the 2002 scholarships have been received.
  - A. John appointed Audrey, Nancy, and Kelly to be on the 2002 scholarship committee.
  - B. Katherine moved and Linda seconded to increase the scholarship fund to \$2500 at the discretion of the scholarship committee.

Sandy moved and Nancy seconded that the new monies come equally from both accounts. Motion passed and amendment passed.

3. Up-Date is almost ready to go out.
4. Thank yous have been written for Winter Retreat.
5. Membership forms have been mailed.
6. Nominations for "Advisers of the Year" have been sent out.
  - A. Two have already been received.
  - B. It was generally decided that a person who has received an "Adviser of the Year" award is not eligible again.
7. Dow-Jones has been up-dated with Summer Workshop and Fall Conference info.
8. Is currently in the process of writing to scholarship applicants that their applications have been received.

### **Old Business**

#### **Fall Conference:**

1. Nothing to report - everything is proceeding along

#### **Winter Retreat**

1. Positive evaluations were received.
2. 32 were in attendance.
3. Positive comments were received from Judy Babb.
4. Yearbook company comments were positive.
5. So far, we have lost \$756.00 on the 2002 Winter Retreat.

#### **Summer Workshop**

1. Letters have been sent to instructors.
2. Nancy is working on getting lab assistants – suggestions from the board were given.
3. Nancy is working on the font issues.
4. She will also check into the key-note speaker idea.
5. A question was raised concerning whether or not the university does background checks on camp staff members. Nancy will check into.

### **WEB PAGE**

1. Web page has been updated, and Mark will further up-date with material from this meeting.
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***NEW BUSINESS***

1. There was no new business.

The meeting was adjourned at 11:50. Motion by Alan – Seconded by Katherine.  
Motion passed.

Respectfully submitted

John D. Culbertson



Present: Linda Barrington, Nancy Becker, John Culbertson, Jill Greiner, Sandy Jacoby, Audrey Kemp, Jan Kohls, Hank Koshollek, Alan Packard, and Mark Thompson

Absent: Katherine Conover, Lynn Holliday, Kelly Traver, and Jean Weedman

Culbertson called the meeting to order at 9:36 a.m.

The **Secretary's Report** from April 13, 2002, was approved with no changes.

The **Treasurer's Report** by Packard was approved. The balance as of 7-1-02 was \$1,568.93. It was noted that all bills from the Winter Retreat have been paid. Thompson's check was delivered in person today.

The **President's Report** by Culbertson revealed things have been "very quiet" and there have been no correspondences.

The **Membership Report** by Barrington showed we have 72 paid members for the 2002-03 school year. Critique submissions include 19 yearbooks and 27 newspapers. These numbers are up from two years ago.

Membership forms need to read "Make checks payable KEMPA" since some checks arrive made out to Barrington or her high school.

Junior high/middle school request for membership initiated much discussion.

The questions:

How or can the Articles of Incorporation be amended?

How should members be notified and/or vote on the issue?

Original motion:

Amend the Articles of Incorporation to allow them to join. Stipulate completion of 8<sup>th</sup> grade before Summer Camp.

Motion to amend fails.

Second motion by Barrington and Thompson:

Amend the Articles of Incorporation to allow them to join as members.

Motion passes. Koshollek and Packard decline.

This vote needs to take place at the Annual Meeting in October. Therefore, members need to be contacted before this event. Barrington will create ballots which she will forward to Cont. Ed. and to Conover for distribution with Fall Conference materials. The ballot will be a 1/2 sheet of paper and will ask whether grades 6-12 should be eligible for membership. Schools can vote by proxy if not planning to attend the meeting, and ballots are due to Barrington by Oct. 11, 2002.

**Executive Director's Report** began with Kohls explaining delay of *Update*.

Scholarship Committee consisted of: Becker, Kemp, and Traver

They evaluated submissions from 23 schools. Winners included:

\$500 – Donna Heitz from Glenbard North

\$500 each – Catherine Jett and Diego Sorbara from Lyons Township

\$600 – Lindsay Renick Mayer from/at UW- Madison (her email note attached)  
Kohls reported a new credit card offer which guarantees a \$25,000 limit.  
Board agreed it would be worthwhile to order several copies of Quill & Scroll's *Principal's Guide*.  
Kohls received a wedding invitation to Rachel Power's wedding.

#### Fall Conference:

Discussion of Conover's email suggestions/questions.  
Consensus is Jake Stockinger should be opening speaker.  
Three walkie-talkies will be available for Conover, Jacoby, and Kohls.  
Beware not to repeat last year's cartoon-off room mix-up.  
Write-off topic will involve security and freedom issues. Suggested speaker is UW-W prof John Koczlowski.  
Kohls had bid on folders. Do we need some? Jacoby will contact Conover and report back to Kohls.  
Kemp will email Conover regarding our discussion of time element and the start of session one.

#### Winter Retreat:

Thompson stated Herff Jones and Jostens had each paid \$250. Where is Taylor's?  
Reminded group that we can afford to lose money on this event.  
The hotel costs went up this year, while the fees remained the same.  
The breakfast costs were up also, but people did snack all day. Maybe we could find a corporate sponsor for this?  
Jacoby said to get Walsworth next year also.  
Barrington suggested seeking financial support from area newspapers and/or NIE departments.

#### Summer Camp:

Enrollment down this year: 44 newspaper, 28 yearbook, and 2 advisors.  
Thompson displayed 30<sup>th</sup> anniversary, patriotic T-shirt artwork. Available also on website, jazzed up in 3-D. "That idea took a while to gel," he stated.  
"Creativity takes time," reminded Kohls.  
Great job as usual!  
No more PhotoShop use - ever!

#### Other:

Thompson renewed the website domain name for two years for \$70.  
Thompson and Barrington got license renewal/approval for 24/25 hours, so WI and IL instructors who take camp (not teach it) are covered. Forms from Thompson given to Becker. The advisors complete the forms.

Thompson had been directed to investigate a pocket drive, plug and play, 20gb HD, USB or Firewire, Mac or PC device. He brought Lacie with him. It comes with software but you do not need to install it. Per Becker and Jacoby's motion, we will purchase Lacie from Thompson for \$209 plus S&H.

Becker is not available for Sept. 7, 2002, meeting.

Adjournment motion by Packard and Koshollek. Culbertson adjourned meeting at 11:45 a.m.

The triangular pens were a huge hit!

Call to Order at 9:47 a.m.


Present: Linda Barrington, Katherine Conover, John Culbertson, Jill Greiner, Jan Kohls, Hank Koshollek, Alan Packard, Mark Thompson

Secretary's Report should have included today's meeting date. Motion to approve and second by Thompson and Packard.

Treasurer's Report shows Summer Account balance of \$8,982.76. Thompson to be paid \$242.71 from the Board Account, as the portable hard drive may be used by all not simply Board members.

The 3,500 folders will come out of the Fall, while the pens will come from the Summer account.

A motion and second from Thompson and Culbertson directed that the funds annually come from whichever account has the most money at the time.

Membership Chair reveals 82 current members compared to 90 last year. Barrington reports the Fall brochure still lists inaccurate prices. She also requests we find a way for member schools and professionals to pay early and avoid late fees. For professional memberships, she suggests making a list, creating labels, and sending them information with the regular KEMPA mailings. Vernon Hills, IL, sent its book but not the extra \$5, so she will contact them via email regarding the fee and still send the book to HL Hall to be judged. We can hold the book if they fail to pay. 

Executive Director Report-

Susan Tantillo again judged the 23 Gebhardt Award entries. The winner is Dan Causier from Wauwatosa East. Per motion and second by Barrington and Koshollek, he will receive \$50 by check from Packard at the conference.

Culbertson, Thompson, and Packard judged yearbook entries. Culbertson will present to winner Sandra Gruen from Wheeling HS.

Barrington, Conover, and Greiner did newspaper entries. Last year's winner Joan Joas Faas will present to Bob Kay from Grayslake HS.

Kohls will invite RJ to attend.

The Administrator Award goes to VP Barb Dougal from Janesville Parker. Kohls will issue invite; Conover will present.

Friend of KEMPA goes to Rita Schopen. Invite from Kohls; Becker to present.

Media Award for Kraig Jacoby. Invite by Kohls; Culbertson to present.

Hall of Fame Award to Katherine Conover; Kohls will present.

T-shirt (all hole-free!) presentation by Kohls.

Webmaster states all is well. Conover pointed out the old Fall Conference form is posted.

President's Report includes reminder of the annual Board Meeting Sunday, Nov. 3, 2002, at the Janesville Ramada. Becker will supply a review of Summer, while Conover and Jacoby will review Fall. Culbertson will send letters to Board members reminding them of the importance of attending meetings.

The Summer Camp numbers show a loss for the first time in several years. Although 115 kids were budgeted for, only 85 attended. Currently, the account is \$4,000 short. This will be transferred from the Board account to cover expenses. Becker's notes were distributed; however, she prefers to discuss these in person in November.

Kohls will contact Joe Koshollek regarding using his show for the opening at Fall Conference.

Barrington and Becker will need to communicate regarding the status of the Connection. ?

Fall Conference coordinator Conover reports she and Jacoby have had no contact, so there might be some errors. They will continue to use Terry Printing since they are \$5 cheaper and offer free delivery. The phone cards are helpful, but do not always deduct minutes accurately.

Thompson states he received a contract for 1 session and prefers to do only session 1. However, the brochure lists him twice. Conover will fix this.

Dave Wallner, not Jake Stockinger, will open for us.

The PJ sessions will print 1 copy for the judge, since Kohls believes a portable digital printer is approximately \$40. Conover will locate this item for Fall Conference use.

The Winter Retreat will feature Terry Nelson the first weekend in March 2003.

Culbertson will arrange for the child pornography speaker and will contact Scott Angus regarding ethics/legal issues. Barrington will attempt to book Mark Heron while in Dallas for the 2004 Retreat.

Thompson will have flyers for this event available at Fall Conference, and the brochures will be ready for the November meeting. Conover will transport these to UW-W.

The PJ group suggests purchasing a printer and negative scanner, possibly with a corporate sponsor. Culbertson directs them to gather information so we can revisit the issue in November.

Start The Presses, I Think: A Primer For Newspaper Advisors

Was sent to all WI HS principals

For copies contact:

Clifford C. Behnke @ Wisconsin State Journal

1901 Fish Hatchery Road PO Box 8058

Madison, WI 53708 or 608-252-6105

Thompson reports that Lynn Holliday was married in December. ?

Meeting was adjourned at 11:51 a.m.

KEMPA Annual Meeting / Fall Conference  
October 18, 2002 @ UW-Whitewater

President Culbertson called the meeting to order at 11:40 a.m.

Motion and second to approve the Secretary's Report made by Conover and Packard.

Motion and second to approve the Treasurer's Report made by Sigler and Conover.

Executive Director Kohls delivered the "State of KEMPA" address. Today's conference set a record with more than 1,500 in attendance. In it, she also made a plea for active participation in KEMPA of future Board members. Kohls also listed all KEMPA scholarship winners. They are as follows:  
Lindsay Renick Mayer at UW-Madison - \$600, Catherine Jett and Diego Sorbara from Lyons Township - \$500 each, and Donna Hcitz from Glenbard North - \$500

Summer Director Becker provided a review of Camp. Although numbers and funds were down, some great student work was produced.

Fall Directors Conover and Jacoby announced the 1,500+ record and provided additional information regarding JEA membership and certification.

Culbertson provided a preview of the Winter Retreat Feb. 28 and March 1, 2003, which will feature Terry Nelson.

Proposed change to the articles of incorporation to include grades 6-12. The motion to amend was made by Jacoby and seconded by Packard. Discussion ensued. Jacoby stressed "inclusion" was the goal. Stockinger commented that his experience has shown working with middle schoolers to be a "distraction." Wiegand added the Chippewa Valley Press Association policy is that a middle school is automatically a member if its high school is. No more than 2-3 schools exercise this option, and there have been no problems thus far. Conover asked if we could accept advisers but not students. Another suggestion was to offer Fall Conference session specifically geared toward that age group. Culbertson reported 8 absentee ballots had been returned: 6 yes, 2 no. The motion passed.

The proposed slate of KEMPA Board Nominees was accepted. Members include: Linda Barrington, Nancy Becker, Katherine Conover, John Culbertson, Jill Greiner, Lynn Holliday, Sandy Jacoby, Audrey Kemp, Henry Koshollek, Sarah Moynihan, Alan Packard, Mark Thompson, Kelly Traver, and Stan Zoller. They will attend the Annual Planning Meeting Sunday, Nov. 3, 2002, at the Janesville Ramada.

The awards ceremony followed.  
Gebhardt Award delivered by Becker went to Dan Clausier from Waawatosa East.  
Newspaper Adviser Award from Barrington to Bob Kay from Grayslake HS.  
Yearbook Adviser Award from Susan Tantillo to Sandra Greun from Wheeling HS.  
Friend of KEMPA Award from Becker to Rita Schopen.  
Media Award from Culbertson to Craig Jacoby.  
Administrator of the Year Award from Conover to Vice Principal Barb Dougal from Janesville Parker.  
Hall of Fame Award from Kohls to Katherine Conover.

Koshollek and Packard made and seconded the motion to adjourn. Culbertson adjourned the meeting at 12:20 p.m.